

27 **WHEREAS**, the 2019 Strategic Administrative Occupancy Plan identified
28 decreasing overall long-term occupancy costs and exercising improved
29 stewardship of taxpayer dollars as a guiding principle; and

30 **WHEREAS**, Travis County established a goal of having 75 percent of its
31 workforce work remotely, and the City can incorporate lessons learned from that
32 initiative; and

33 **WHEREAS**, an analysis of the significant growth in remote work being
34 done by City employees since the onset of the COVID-19 pandemic is desirable to
35 help inform future strategic decision-making about the best use of City
36 administrative office space and associated assets; **NOW, THEREFORE,**

37 **BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:**

38 The City Council directs the City Manager to conduct a study of changes in
39 office space occupancy rates at City facilities resulting from the implementation of
40 part-time and or full-time remote working schedules for City employees, or other
41 changes that resulted in new spatial needs. The study should collect and analyze:

- 42 • Data on the amount of office space that is no longer occupied on a full-
43 time basis as was the case prior to the implementation of remote work
44 schedules in 2020, disaggregated by department division.
- 45 • Data on unfulfilled office space needs of departments, disaggregated by
46 division.
- 47 • Data on changes, or lack thereof, in in facility maintenance, utilities, rent,
48 or other ongoing expenses related to reduced on-site attendance by City
49 employees due to remote work schedules.
- 50 • The feasibility of implementing potential cost saving measures including,
51 but not limited to:

- coordination of remote work schedules to permit the shared use of office space,
 - repurposing of underutilized office space for other uses;
 - redevelopment or lease of City-owned land; and
 - reappraisal of plans to construct, purchase or rent new office space.
- Recommendations for the most effective method of providing for the office space needs of the City.
 - lessons learned from Travis County’s initiative to have 75 percent of its employees work remotely.

BE IT FURTHER RESOLVED:

The City Manager shall provide a report to Council with the results of this study by September 29, 2022.

ADOPTED: _____, 2022 **ATTEST:** _____
Myrna Rios
City Clerk